STANDARD FORM Approved For Release 1999/09/20: CIA-RDP78-03568A001000160071-5 Office Memorandum • UNITED STATES GOVERNMENT

TO : Assistant Director for Persennel

DATE: 4 0CT 1954

FROM : Chief. Budget Division

subject: Change in T/O

1. Reference is made to the memorandum to the Chief, Management Staff, from the Chief, SPS/FI Staff dated 7 September 1954, same subject.

- 2. Based on the assumption that the upgrading requested will be effective for 17.9 pay periods, this office has figured the increased funds required amount to \$1,632 for the remainder of the current fiscal year.
- 3. In consideration of the foregoing facts, it may be stated that sufficient funds are available in FI Staff to implement the subject request.

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